8 September 1983

NOTE

SUBJECT: DDO/IMS Project - Automation's
Impact on DDO Manpower

STAT CONTACT: [   ] (DDO/IMS)

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1. On 7 September 1983, a representative of DDO/IMS ([   ]) met with HRPS to request support for a project he is heading for IMS. His project concerns the impact of automation (data transfer, word processing) on DDO manpower. According to George, the prime impact would seem to be on the IORO, IORA, and IORAsst. He would like to get some quantitative analysis, however, to really size the problem. He is interested in such things as the training/retraining problem and pending retirement eligibility. He is looking at the impact of automation over a period of ten years with particular emphasis on the GS-07/08/09 level.

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2. George suggested a number of variables that might be included in the data for analysis, including:

    a. IORO, IORAnalyst, IORAsst.
      1. Number by age groups.
      2. Years until retirement eligibility.
      3. (Count GS-06/07 IORAn in clerical category)

    b. Category
    c. Grade level
    d. Education level
    e. LCD and SCD
    f. Occupation
      1. OPs Officer
      2. IORO, Gen Staff Off, Reports Off.
      3. Clericals (Sec, Typist, IORAsst, Admin Asst)
      4. Special OPs (PM and Linguists)
    g. Population age at 2, 5, and 10 years.
    h. Attrition levels (seasonalized).

3. George was informed that HRPS would take a rough cut at the data and discuss fine tuning the project with him by o/a 26 September 1983.

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